

APPLICATION FOR SITE ADDRESS

Applicant's Name _____

Mailing Address _____

City

State

Zip

Phone # (____) _____

E-Mail: _____

Marker stake(s) to identify the existing driveway or proposed location, will be provided by the County when the application is submitted to the Permit Center. Complete the application and submit with a site map (parcel/aerial map) showing neighboring properties and addresses, location of the driveway access (proposed or existing), and location of marker stake(s) identified with an 'X'. To ensure there is no delay in this process please provide clear, detailed directions to the site, place the stake in a noticeable location, and remember to notify this Department once the stake has been placed.

SITE INFORMATION

TAX PARCEL NUMBER _____

ROAD NAME _____ ☐ Private Rd; ☐ County Rd; or ☐ State Hwy

Is the access to this property a part of an approved, recorded plat or easement? ☐ Yes ☐ No

Is the access to this property gated? ☐ No ☐ Yes → If YES, you must provide either the gate code, keys or a contact (phone) number to ensure gate is unlocked prior to site inspection _____

DIRECTIONS TO THE PROPERTY (From Nearest County Road Intersection): _____

Is there an existing driveway? ☐ No ☐ Yes Address of nearest neighbor _____

Are there any structures on the site? ☐ No ☐ Yes (describe) _____

Traveling from the intersection with _____ Road, my property is on the ☐ RIGHT ☐ LEFT.

FOR OFFICIAL USE ONLY

Permit Specialist _____ Date Received _____ Application # ADD: _____

☐ Stakes issued ☐ Detailed site map received ☐ Stakes placed (date) _____ am / pm

Road Approach Permit # _____; Type: _____ Approved/Pending By: _____

ADDRESS ASSIGNED: _____ (City) _____

Date Assigned _____ TCA _____

Permit(s) Pending? ☐ No ☐ YES → ☐ Updated with new address (BY: _____)

☐ Address Listing updated on _____

☐ Adept updated

☐ Notice mailed to applicant on _____

☐ Notice routed to interested parties

☐ County Road index cards or Private Road file updated